

**Minutes of the Carlisle Board of Health
June 24, 2014**

| |
|---|
| Agenda |
| Bills |
| Administrative Reports |
| First Religious Food Establishment Permit |
| • Use of facility by outside vendors |
| 265 Kimball Road (Phil Heidke) |
| • Garbage Grinder Allowance for bedroom addition |
| Benfield Farms (Toby Kramer) |
| • Leaching area stabilization |
| Discussion Items |
| • 81 Russell Street – Application Fee (Projected Engineering Costs) |
| • 32 Captain Wilson Lane – Accessory Apartment Application |
| • Vallabh Sarma Resignation |
| • 100 Long Ridge Road – Project Eligibility Letter |
| • Disinterment Policy |
| • Old Home Day Volunteers |

Present: Board members Bill Risso (Chairman), Donna Margolies, Catherine Galligan; absent Lee Storrs; also present Linda Fantasia (Agent); Roxanne Sayde (Carlisle Mosquito)

The meeting was called to order at 7:00 pm. at Carlisle Town Hall.

BILLS – well inspections, hazardous waste collection, engineering, animal inspector stipend, payrolls and office supplies. **It was moved (Galligan) and seconded (Margolies) to approve payment of the bills as presented. Motion passed 3-0-0.**

ADMINISTRATIVE REPORTS

Fern's Country Store – Fantasia explained that the store held a marketing event in which vendors provided samples of their products to customers. This involved grilling poultry and meat products. There was a large turnout for the event which included music and entertainment. She asked whether the Board thought these events should be licensed. The Board suggested checking with the market managers to get more information. A permit would ensure that vendors are trained in safe food handling practices.

Public Health Region 4A Infectious Disease (Measles Outbreak) Tabletop Exercise – The Board reviewed the After Action Report prepared by the consultant. One of the recommendations is to develop a town social media policy since this means of communication can be very valuable during an emergency. A copy of the report will be sent to the town administrator.

“Pure Chocolate” – Randy Phelps inspected and approved the new kitchen. The owner is still waiting for an Occupancy Permit and an inspection by the state.

Great Brook Ice Cream Stand – DEP issued a sewage disposal system permit; the installer must obtain a local license. The replacement system must be installed by October 8th. As an aside, Risso asked that all future Board of Health Letters of Approval for septic plans contain the wording from the DEP Approval Letter that non-compliance with any condition of approval renders the permit null and void.

Local Health Mini-Grant – DPH is sponsoring mini-grants to fund either local or regional medical waste/sharps disposal or to support local public health infrastructure. Chief Fisher would be interested in sharps disposal program. A sharps disposal kiosk would require an ongoing disposal contract. Galligan offered to review the grant application which is due July 18th.

Old Home Day – Fantasia asked if the Board wanted Randy Phelps to check out the food vendors. The Board did not think this was necessary. Board members will do walk-throughs during the fair. The food events have all obtained One-Day Permits.

Ongoing:

- Non-Compliance Tickler file – September
- Visitor log tally – tabled
- Annual Goals – tabled
- Revised Well Application - editing additional information
- Mosquito Control History Project - June
- Office Tour and Emergency Procedures – to be scheduled June meeting
- Registered Marijuana Dispensary (RMD) local health regulations - tabled

FIRST RELIGIOUS SOCIETY (FRS) USE OF KITCHEN FACILITY

Resident Pam Ely appeared before the Board and presented a proposal to utilize the commercial kitchen space at FRS for a private non-profit venture called *The Enchanted Kitchen*. This program includes a Pay it Forward Club in which a portion of the club membership fee is used to prepare meals for community members in need. Ely explained that the project is the result of her own personal situation where the Carlisle community helped her family with prepared meals. She is hoping to return the favor as well as establish a future commercial venture. She has the support of the FRS minister and the Carlisle Council on Aging. She is not ServSafe certified but plans on taking the course and exam. She will be organizing a dinner and lunch club once a week. The dinner club involves an entrée and side dish. Customers sign up by email and pick up the meal that day. The lunch club meals are picked up between 11:00 am and 1:30 pm. Ely offered this to Carlisle teachers last year and the program was very successful. Eventually Ely hopes to construct her own commercial kitchen. She has no staff but may eventually hire an assistant. Meals are distributed in glass cookware. Some meals are dropped off at the Carlisle Kids House for pick up by parents after work. Twenty-three dinners would be the maximum prepared in one day. Ely is willing to cover the costs of any additional inspections required. The Board does not charge FRS for its annual inspection which is paid for by the town as a community contribution.

The Board did not see why the program could not be operated from the FRS facility and agreed to run the operation plan before its food consultant Randy Phelps. A Certified Food Protection Manager must supervise the operation.

265 KIMBALL ROAD – addition.

Builder Phil Heidke appeared before the Board. The owners are planning on adding a bedroom to the house which will put them over the septic capacity. They currently have a bedroom deed restriction recorded but under the new local health regulations could utilize the garbage grinder allowance for the addition. This would require recording a Garbage Grinder Deed Restriction. The Bedroom Restriction could then be removed from the property title. The Board reviewed the proposed addition and septic plan. There is no grinder in use at the house.

It was moved (Galligan) and seconded (Margolies) to approve a Garbage Grinder Deed Restriction for 265 Kimball Road, Carlisle, MA for a proposed addition submitted 6/18/14 conditional upon proof of recording prior to issuance of a building permit. Motion passed 3-0-0.

BENFIELD FARMS DEVELOPMENT – stabilization of leaching field.

Toby Kramer, representing the developer NOAH, appeared before the Board. Sylvia Willard, Conservation Administrator was also present.

During a site visit of the Benfield conservation land, Willard and two Conservation Members noticed small pieces of asphalt in the soil over the septic field. These were most likely from the soil stockpiles created during construction of the system and underground utilities in the cart path. The contractor may have mixed material from street cuts in the stockpile which would explain the small pieces of asphalt. Willard placed a number of flags in the ground to identify visible pieces of asphalt. Over 100 flags were placed. According to Kramer the cover over the leaching

Carlisle Board of Health Minutes

Meeting Date: June 24, 2014

Approved: July 29, 2014

area was seeded in late November but it did not take. There are exposed bare areas over the system which could be prone to runoff. The state is also requiring mitigation of erosion which occurred along the cart path in the spring. Kramer said if the cart path is done first it might be difficult to access the leaching area to reseed. The installer had placed approximately 6" of loam over the leaching area. A final rough grade as-built was approved. At a recent conservation meeting, the developer had offered to rake the disturbed area over the system with a York Rake pulled behind a tractor following by hand raking. A work crew would then search for any remaining pieces.

The Board noted that it would be concerned about digging into the system cover. The system consists of Perc-Rite tubing which is laid approximately 8" below grade. An unskilled contractor might accidentally dig up the tubing. The Board had asked its inspector, Rob Frado, to evaluate the condition of the field. Frado reported that the soil had not been screened properly and lacks sufficient organic material to sustain vegetation. He noted many patches of sandy, gravelly materials that could be attractive to nesting turtles and predators, causing more disturbance. He recommended a layer of clean top soil and reseed. Risso said it should be possible to grow the grass with proper care and two inches of high quality loam. Board members agreed that they would be reluctant to have any mechanical measures used to remove what is already in place. Any modification to the ground cover will require a new final grade as-built to verify final grades.

The Board noted that it does not have jurisdiction over the conservation land, but Title 5 gives the Board authority over the leaching system. Public health takes precedence over environment. If the Perc-Rite system is damaged the 26 apartment residents will have no sewage disposal. Kramer said they would like to do the work all at once. Access and timing will be considerations in order to remove the debris, clean up the field, bring in loam and reseed. It would be better to reseed early fall than late summer. It would not make sense to fix the cart path and then bring in equipment for the leaching area in early fall. The Board agreed it does not want to wait to address the cover over the leaching field. Heavy rains could cause erosion. The Board wants the field protected as soon as possible.

Kramer said the two options would be: seed now or stabilize with a temporary cover and wait until early fall to seed. She would like to investigate the costs of both options since they also need to address the disturbance on the conservation land and cart path erosion. Kramer asked if using hay or a jute matting to stabilize the field would be acceptable. The Board agreed to check with its consultant. The Board noted that if any equipment is used, it should be handled by someone familiar with the construction of the Perc-Rite tubing to avoid problems. The location of the field should also be staked.

The Board agreed that the field should be staked and hand raked to remove asphalt that is visible. There is no need to dig below the surface and which could jeopardize the tubing. The Board will check with its consultant on what type of temporary cover would be acceptable. Kramer will explore costs.

DISCUSSION ITEMS

81 Russell Street – The Board was asked by the applicant to establish an application fee for the septic system. The project is being developed under a Senior Residential Open Space Permit. The septic design includes two alternative technologies serving 16 age restricted units. The development will be served by a Public Water System. The Board agreed that the fee should replicate what was done for the Benfield Farms development by starting with an initial deposit followed by monthly invoicing of engineering services. Galligan said the Board should set a minimum balance that must be maintained until a Certificate of Compliance is issued. The Board agreed on an initial deposit of \$4000 with a \$1000 minimum balance. The Board's consultant will decide whether an outside consultant should review the groundwater mounding calculations. Since the plan has not been filed, the layout of the system is unclear. If there is a staged build-out the Board may need to consider partial Certificates of Compliance so that a unit can obtain an Occupancy Permit. The Board will take this matter up at another meeting.

32 Captain Wilson Lane – accessory apartment application.

The buyer is requesting an Accessory Apartment designation from Planning Board prior to purchase. Neither the house nor system has been constructed. The design engineer submitted a redesign plan showing the new septic capacity calculations. The plan needs to be reviewed by the Board's consultant. The buyer is looking for a

conditional approval in order to meet the Planning Board's filing deadline in July. The fee for the review will be the same as a redesign (\$200). The Board reviewed the proposed floor plan and room count.

It was moved (Margolies) and seconded (Galligan) to approve the application for an Accessory Apartment for 32 Captain Wilson Lane pending a satisfactory engineering review. Motion passed 3-0-0.

Board Resignation – Vallabh Sarma resigned from the Board since he is no longer a resident. The position will be advertised and filled at a joint meeting of the Board and Selectmen until the next town election.

100 Long Ridge Road – The 40B project received a Letter of Eligibility from Mass. Housing and Community & Development. This is required before an application can be submitted to the Zoning Board.

Disinterment Policy - The Town Clerk received a request for disinterment. The Board needs to grant permission but there is no current policy on how to do this or what to require. The Board agreed that it needs more time to consider the matter. Proof of legal authority, fees, and minimum requirements should be discussed before creating a town policy. Fantasia was asked to check with local funeral directors. The Board may want to check with town counsel about requiring a court order. Galligan said she was not prepared to respond to the request since there did not appear to be a compelling reason to take immediate action and the Board's actions, if inappropriate, could result in town liability. Board members agreed. The Board will reconsider at the next meeting if prepared.

Old Home Day – volunteers include: Fantasia, Risso, Galligan, Margolies.

Office Tour – scheduled for August 19th at 5:30 pm.

NEW BUSINESS

Plan Submittals – The Board agreed that revised engineering plans, such as those submitted for 81 Russell Street, should also update title blocks including owner's names and addresses. No revised plans will be accepted without the current information being provided.

It was moved (Galligan) and seconded (Margolies) that all plans and documents for 81 Russell Street (formerly Carlisle Meadows, currently Garrison Place) have correct and updated owner and property information and to make this a Board policy for all future submittals. Motion passed 3-0-0.

There was no further business. Meeting voted to adjourn at 9:20 pm.

Respectfully submitted,

Linda M. Fantasia,
Recorder